



CITY OF SUNNYVALE

DEPARTMENT OF PUBLIC WORKS

PARKS AND TREES DIVISION

221 Commercial Street. Sunnyvale, CA 94085

408-730-7506, 408-730-7577 fax

parks@sunnyvale.ca.gov

Completed and signed forms can be returned by mail, electronically and in person by using the contact information above. Regular business hours are Monday through Friday, 7 a.m. to 4 p.m. Please plan ahead and allow up to 14 business days to process your application.

STREET TREE WORK PERMIT APPLICATION

Date: _____

Owner(s)/Applicant(s) **Name:** _____

Owner(s)/Applicant(s) **Address:** _____

Owner(s)/Applicant(s) **Phone and Email:** _____

Address of Street Tree: _____

Number and Species of Trees: _____

Request to: ☐ Plant ☐ Remove ☐ Construct around ☐ Perform maintenance

Reason for request: _____

In accordance with Sunnyvale Street Tree Ordinance 2385-91, I/We, _____ request permission to perform the service(s) indicated above, to the street tree in the public right-of-way.

Person or firm performing work: _____

Phone: _____ License Number: _____

Please be sure that you have attached the following items to this application:

☐ Contractors' proof of insurance (Workers' Compensation, liability and property damage)

☐ Homeowners' proof of insurance (Liability and property damage)

Incomplete applications will be returned. This is NOT a permit.

Owner/Applicant's signature _____

_____ Date



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STREET TREE WORK PERMIT REQUIREMENTS

Requirements for having a contractor perform maintenance on a street tree are as follows:

- A certified ISA (International Society of Arboriculture) Arborist must perform the work; a listing of local certified arborists by zip code is available at: treesaregood.com
- Contractor must carry and submit proof of Workers' Compensation insurance, Property Damage insurance and Liability insurance in the amount of \$1 million dollars or more;
- Contractor must have a State of California Contractors License to do tree work. Acceptable licenses include the following: D-49 or a C27 Landscape license;
- Contractors applying any type of spray or soil injection to a street tree must have a Qualified Applicators Certificate (QAC) from the California Department of Pesticide Regulation;
- Contractor must meet with the City Arborist on site the day work is to be done. Please give at least 72 hours' notice prior to work being performed;
- Permit application must have the signature of the applicant;
- Homeowner must provide proof of liability and property damage insurance.
- The City Arborist makes the final decision on all street tree removal requests.

*** Permit can take up to 14 business days for preparation once all the documentation needed is received by the City. Please plan ahead.**